



# FRANKLIN COUNTY

## PLANNING COMMISSION

### SPECIAL MEETING

January 10, 2023

Hybrid Meeting-YouTube Live/Conference Phone/In-Person

The minutes of the Planning Commission proceedings are not verbatim. Access to an electronic recording of the meetings are available on our YouTube Live channel or upon request.

YouTube Live link for this meeting: <https://www.youtube.com/watch?v=sivX44Wn2R4>

#### STAFF PRESENT:

Derrick Braaten, Planning & Building Director

Aaron Gunderson, Planner I

Ryan Nelson, Planner I

#### ATTENDEES:

Maria Sierra, City of Pasco Assistant Public Works Director

#### **CALL TO ORDER:**

Commissioner Vincent called meeting to order at approximately 6:35 PM.

#### **ROLL CALL:**

##### MEMBERS PRESENT (In-Person):

Mike Vincent, Layton Lowe, Stacy Kniveton, Manny Gutierrez, and Peter Harpster

##### MEMBERS PRESENT (via Conference Phone):

None

##### MEMBERS ABSENT:

Mike Corrales and Melinda Didier

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF AGENDA:**

Commissioner Corrales entertained a motion to approve the January 10, 2023 agenda.

Commissioner Lowe made a motion to approve agenda.

Commissioner Harpster seconded.

Motion was carried.

#### **APPROVAL OF MINUTES:**

Commissioner Corrales entertained a motion to approve the November 08, 2022 meeting minutes.

Commissioner Kniveton made a motion to approve agenda.

Commissioner Lowe seconded.

Motion was carried.

**GOING OVER MEETING RULES/DECLARATION OF CONFLICT OF INTEREST:**

- Mr. Gunderson went over meeting rules. No objections were made regarding the meeting rules.
- No declarations were made from Commissioners regarding any ex parte communications, ownership interests, business dealings, or conflict of interest.
- No objections from the public regarding any Commissioners hearing any items on the agenda.
- No procedural questions were asked before the start of the public hearing.

**ITEM #1 – CUP 2022-10/SEPA 2022-29**

Proposal is for the expansion of the City of Pasco's Process Water Reuse Facility (PWRP). Expansion consists of three (3) phases. This proposal is for phase 2 of the project, which is the provision of additional water storage through proposed lagoons on city-owned and reclamation-owned parcels, and establishes a construction site for future pretreatment.

REPRESENTATIVE: Maria Serra, City of Pasco Assistant Director of Public Works

OWNER: City of Pasco

APPLICANT: RH2 Engineering, Inc.

**OPEN PUBLIC HEARING:**

Commissioner Vincent opened the public hearing at 6:42 PM.

**STAFF REPORT:**

- Mr. Braaten presented the staff report at 6:53 PM (there was delay due to technical difficulties). Presentation lasted approximately 12 minutes.

**COMMISSIONER QUESTIONS FOR STAFF:**

- Commissioner Vincent had a general question about the building permit review process. Mr. Braaten responded to his question.

**APPLICANT/REPRESENTATIVE PRESENTATION:**

- Ms. Serra spoke in regards to the agenda item. Spoke for approximately four (4) minutes.

**COMMISSIONER QUESTIONS FOR APPLICANT:**

- No questions from the Commissioners to the Applicant.

**PUBLIC COMMENTS:**

- No public comments were made for, against, or neutral for this agenda item.

**STAFF FINAL COMMENTS:**

- No final comments were made by staff for this agenda item.

**CLARIFICATION OF STATEMENTS:**

- No clarification of statements were needed by the Planning Commission.

**CLOSING PUBLIC HEARING ITEM:**

- Commissioner Vincent closed the public hearing portion of this item at 7:11 PM.

**PLANNING COMMISSION DISCUSSION (before motion):**

- No discussion amongst the Planning Commission prior to the motion.

Commissioner Kniveton made a motion to forward to the Board of County Commissioners a positive recommendation of CUP 2022-10/SEPA 2022-29 with the six (6) adopted findings of fact and the ten (10) conditions of approval.

Commissioner Gutierrez seconded the motion.

**PLANNING COMMISSION FURTHER DISCUSSION (after motion):**

- No further discussion amongst the Commissioners after the motion was made.

**ROLL CALL VOTE:**

Mike Corrales:	Absent
Melinda Didier:	Absent
Mike Vincent:	Yes
Layton Lowe:	Yes
Peter Harpster:	Yes
Manny Gutierrez:	Yes
Stacy Kniveton:	Yes

The motion has been approved for CUP 2022-10/SEPA 2022-29 at 7:14 PM.

**ITEM # 2 – TITLE 16, SUBDIVISION REVISION**

Is a public hearing on amending Title 16 “Subdivisions” of the Franklin County Code.

Applicant: Franklin County

Representative: MillieAnne VanDevender, AHBL

**OPEN PUBLIC HEARING:**

Commissioner Vincent opened the public hearing at 7:15 PM.

**STAFF REPORT:**

- Ms. VanDevender presented the staff report at 7:15 PM. Presentation lasted approximately 10 minutes.

**COMMISSIONER QUESTIONS FOR STAFF:**

- Commissioner Lowe and Commissioner Vincent wanted to know more about the changes to the well section. Ms. VanDevender responded that the changes were to articulate in the County code standards that were already required by the Health District and other governing bodies. Mr. Braaten further articulated to the Planning Commission what Ms. VanDevender just described.
- Commissioner Harpster wanted to know more about the outreach process to developers over the past year on Title 16. Ms. VanDevender responded that there was public notice on this item, she did not know if there was specific outreach to developers, but this item was been in discuss for a year if not longer. Mr. Braaten further clarified that this has been in discussion for 3-4

years or so and that any developer in contact with him should have made comment by now on this item.

- Commissioner Harpster had a question about the adjustment of timeframe for Boundary Line Adjustment approval from 15 to 21 days and from 21 to 45 days if there is federal interest. Ms. VanDevender responded that it takes longer for various governmental agencies to respond, due to being short staffed. Mr. Braaten provided further articulation to the Planning Commission as to why the timeframes need to increase. Commissioner Lowe asked what happens if a government agency goes beyond the listed timeframe. Ms. VanDevender responded that the government agency would send a notice of delay before the deadline.
- Commissioner Gutierrez had a question about if moving the fees from the code to a fee schedule would trigger an immediate fee increase. Mr. Braaten stated that the initial fee schedule would not have increases, but would happen later on once the fees have been combed from the codes and would have to look at analyses of potential fee changes. Mr. Braaten further stated it is much cleaner to do one thing at a time when it comes to those changes.
- Commissioner Harpster wondered if there was discussion over cul-de-sacs and knuckles and whether knuckles would be defined as cul-de-sacs. Ms. VanDevender responded that not to her knowledge that things were adjusted in title 16. Mr. Braaten stated that this is a Public Works road design question and under their purview not under Planning. Commissioner Harpster responded that it had to do with lot frontage and the similarities in definition between the City of Pasco and Franklin County. City of Pasco recently revised their interpretation of cul-de-sacs to not allow for knuckles and currently working to resolve this issue. Mr. Braaten stated that urban areas tend to get into design criteria more than in the rural areas.
- Commissioner Vincent asked for further clarification about the new lot frontage requirements. Ms. VanDevender reviewed the new lot frontage requirements for cul-de-sacs.

#### **PUBLIC COMMENTS:**

- No public comments were made for, against, or neutral for this agenda item.

#### **PLANNING COMMISSION DISCUSSION ON ITEM:**

- Commissioner Lowe stated while he was comfortable with the changes, he wondered if the public had enough of an opportunity to comment. Mr. Braaten responded that the version before the Planning Commission has been the same for three years, but that certain items over the years bump this item to background.
- Commissioner Harpster wanted an invite specific to the development community with AHBL staff to have one final go through of Title 16. Ms. VanDevender responded that the development community can pay attention to the public notices just as much as member of the public can and that there were two workshops on this item last year. Ms. VanDevender further stated anyone could watch those workshops to get up to speed on what is presented and that Franklin County Planning Staff can also continue to receive comment as this is a legislative item.
- Mr. Braaten stated the Planning Commission needs to decide amongst themselves whether to provide recommendation or continue discussion of the item at the next meeting. Commissioner Lowe asked if the item would be continued at the next meeting. Mr. Braaten stated he would schedule the item at the next Planning Commission meeting.
- Commissioner Lowe expressed interest in continuing the item for the next meeting in order to raise awareness with the development community and others in the public.
- Commissioner Gutierrez wondered about the discussion of involving the developer community would mean another workshop before the next meeting. Commissioner Harpster responded that between now and the February meeting the developer community would be made aware of the item either by staff or word-of-mouth and before the meeting potentially have staff or AHBL meet with developers to have one final go through of the item. Ms. VanDevender

responded that it would be best if groups were to be involved to have it be open to the public through a public hearing.

Commissioner Vincent entertained a motion to postpone decision to the February meeting.

Commissioner Harpster moved and Commissioner Lowe seconded the motion to postpone decision to the February meeting.

**ROLL CALL VOTE:**

Mike Corrales:	Absent
Melinda Didier:	Absent
Mike Vincent:	Yes
Layton Lowe:	Yes
Peter Harpster:	Yes
Manny Gutierrez:	Yes
Stacy Kniveton:	Yes

The motion was approved to delay decision to next meeting at 8:11 PM.

**ADDITIONAL PUBLIC COMMENT**

No additional public comment regarding items not on the agenda.

**ADMINISTRATIVE ITEMS**

Mr. Braaten provided update on previous item before the Planning Commission and that the BoCC will have a meeting soon to establish the Comprehensive Plan docket.

**PLANNING COMMISSION MEETING ADJOURNED AT 8:15 PM**